

2 August 1956

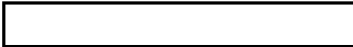
ye H

**MEMORANDUM FOR: Director of Personnel**

**SUBJECT : Insurance Drive**

1. The annual application drive for Agency-sponsored insurance coverage is at the present time planned for the period 1 October through 31 October 1956 for Headquarters personnel and from 1 October through 30 November 1956 for overseas personnel.
2. During this drive period it will be possible for Agency personnel, otherwise meeting eligibility requirements, to obtain either Group Hospitalization, Inc. or Mutual of Omaha hospitalization in addition to United Benefit Life insurance without restrictions so far as physical standards are concerned. The other plans; namely, WAEPA life insurance, Income Replacement, Nine Dread Diseases, Air Trip and annual premium "Travel-Matic" will still be available with requirements remaining as they are at the present.
3. It will be recalled that a GEHA pamphlet was issued for distribution to all employees 1 August 1954, the date of the last drive. That issue is now outmoded and the supply is also completely exhausted. Therefore, a revised pamphlet combining general information on all current plans sponsored by GEHA, Inc., as well as administrative instructions for submitting applications and filing claims for reimbursement, is now being completed for review by GEHA's Board of Directors and the Office of Personnel prior to being reprinted. Attached is a copy of the proposed contents for your information.

4. Promotion plans of the Board in support of the drive as well as marked Agency-wide interest are such that it may reasonably be expected that we shall experience a substantial upsurge in the benefit programs being administered by this Division for the Office of Personnel.

  
Acting Chief, Benefits and Casualty Division

25X1